THE COLLEGE OF WILLIAM & MARY IN VIRGINIA

POLICIES AND REGULATIONS

WILLIAMSBURG, VIRGINIA
SEPTEMBER, 1955

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(REVISED TO SEPTEMBER 1955)

THE COLLEGE OF WILLIAM AND MARY
IN VIRGINIA

WILLIAMSBURG

PREFACE

This booklet has been prepared to bring together the policies, standards, and regulations affecting the students of the College of William and Mary. Its primary function is to provide the student with a Handbook of ready reference, in order that he may know what is expected of him; for only through an understanding of his responsibilities, his privileges, and his rights can he attain the full social, academic, and extracurricular success that is the aim of his college education.

J. Wilfred Lambert
Dean of Students

THE HONOR SYSTEM

HISTORY AND BACKGROUND

The Honor System was established at William and Mary in 1779. The essence of the Honor System is individual responsibility. It assumes that the principles of honorable conduct are familiar and dear to all students; it assumes that every student is deeply concerned with the strict observance of these principles, for his own sake, for the sake of his fellows, and for the sake of the College.

PERSONNEL OF THE HONOR COUNCILS

The Men's Honor Council is composed of three senior representatives, three junior representatives, and two sophomore representatives elected by the men's student body. A Chairman and a Vice-chairman are chosen by the council from among the senior representatives and a Secretary is chosen from among the junior representatives. In the case of a tie-vote for Chairman, Vice-chairman, or Secretary, the outgoing Chairman will cast the deciding vote.

The Women's Honor Council is composed of a Chairman and two additional senior representatives, three junior representatives, and two sophomore representatives elected by the women's student body. A Vice-chairman and a Secretary are chosen by the council from among the senior and junior representatives, respectively. In case of a tie-vote for Vice-chairman or Secretary, the outgoing Chairman will cast the deciding vote.

PRACTICES

Upon matriculation, each student shall sign a statement to the effect that he understands what is expected of him under the Honor System and that infraction of the Honor Code at any time during his student days is punishable by dishonorable dismissal from College. Infractions include cheating, stealing, lying and failure to report an offense. A professor may require the signing of a formal pledge on any work, even though the initial pledge stands as long as the student is enrolled in the College.

All scholastic work, whether it be in the lecture room, the library, the student's room, or elsewhere is under the Honor Code. All cheating, whether in tests, assignments, or examinations, is a violation of the Honor Code. Giving aid to any student or receiving aid from any student, without the consent of the professor, in tests, assignments or examinations is cheating.

The faculty will cooperate in explaining whether or not aid may be given or obtained on a particular assignment.

Physical comfort, as well as usual practice, suggests that students shall occupy alternate seats during an examination. In consideration for others, students should not disturb a class by leaving the examination room except when necessary, or by remaining absent except for a brief period.

Since the student assumes the responsibility for the administration of the Honor System, the College does not practice supervision of examinations by proctors.

REPORTING A BREACH OF HONOR

Any person believing that a breach of the Honor Code has been committed is obligated to exercise one of two alternatives; first, he may challenge the student

accused of the act and offer him the opportunity to resign from the College immediately, or to report himself to the Honor Council (if the accused does not report himself to the Honor Council, the accuser must report the case); second, he may report the suspect directly to any member of the Men's or Women's Honor Councils. A student accused of a breach of the Honor Code shall be entitled to know the charges against him, the evidence given, and to be confronted by the witnesses.

TRIAL OF THE ACCUSED

At the trial of the case, the presiding officer of the Honor Council shall conduct the meeting. Minutes of the trial shall be kept by the Secretary. These minutes shall be the property of the Honor Council, whose duty it shall be to see that they are stored in the College vaults.

At the trial the accused shall be at liberty to say what he chooses in his own defense. A witness called to testify must appear before the Honor Council and must give such testimony pertaining to the case as may be requested by the Council. Lying before the Honor Council is in itself a violation of the Honor Code. The minutes of any trial may be inspected in the presence of two or more members of the Council by persons satisfying the Council of their legitimate interest in the case. In the event that the accused is declared innocent, the minutes of the trial shall be immediately destroyed.

FAILURE TO STAND TRIAL

Should the accused leave the College without appearing before the Honor Council for trial, the accuser shall report the name of the accused and the breach of honor to the presiding officer of the Honor Council. The Honor Council shall then record the facts of the case and advise the President of the College that the student withdrew under suspicion of a breach of honor.

PENALTY FOR A BREACH OF HONOR

A violation of the Honor Code is punishable by dismissal from College. The essential basis of the Honor System is that all honor is indivisible and as such calls for the same treatment; but the penalty may be modified when in the opinion of the Council conclusive reasons for so doing exist.

If after trying a case, six of the seven members of the Council are convinced of the guilt of the accused and shall so cast their votes in a secret ballot, the Honor Council shall immediately report its findings and recommendations to the President of the College.

Penalties shall be imposed promptly, and, in case of dismissal, the President of the College shall have the parents and the Alumni Secretary informed, and shall have the facts recorded on all official records.

RETRIAL OF HONOR CASES

A case may be reopened upon the presentation of new evidence bearing directly on the question of guilt. Persons desiring to reopen a case shall appear before the Honor Council to present such new evidence, and the Council shall determine whether or not this new evidence is sufficiently conclusive to warrant a retrial. Should the case be reopened, it must be entirely retried.

ACADEMIC REGULATIONS

SYSTEM OF GRADING AND QUALITY POINTS

The work of each student in each course in an academic subject is graded A, B, C, D or F. These grades have the following meanings: A, superior; B, good; C, average; D, passing; F, failing. For each semester credit in a course in which a student is graded A he receives 3 quality points; B, 2; and C, 1. F carries no credit and no quality points. D carries credit but no quality points. The work in required physical education is graded S (satisfactory) or F (failed).

In addition to the grades A, B, C, D, and F, the symbols "G", "I", and "X" are used on grade reports and in the College records. "G" indicates that the instructor has deferred reporting the student's grade. "I" indicates that the student has postponed, with the consent of the instructor, the completion of certain required work other than the final examination. "X" indicates absence from the final examination. "I" automatically becomes F at the end of the next semester if the postponed work has not been completed. "X" automatically becomes F at the end of the next semester unless a deferred examination is permitted by the Committee on Academic Status.

GRADE REPORTS

Reports showing the standing of students in their classes are sent to students and to their parents or guardians at the middle and the end of each semester.

DEAN'S LIST

Students who in any semester make thirty-three quality points with at least 3 hours of A and at least 9 hours of B and with no grade below C, in academic subjects, and who do not receive a grade of F in required physical education and who make a quality point average of at least 2.0, are placed on the Dean's List for the following semester and are entitled to special privileges.

GENERAL REQUIREMENTS FOR THE DEGREES OF A.B. AND B.S.

One hundred twenty-four semester credits are required for graduation. Of these one hundred twenty-four semester credits, one hundred twenty must be in academic subjects and four in required physical education. A minimum of one hundred twenty quality points in academic subjects is required.

STUDENT'S PROGRAM

All students, other than graduate and part-time students, are required to carry the normal program of at least fifteen and no more than seventeen semester hours (counting courses in physical education), with the following regular exceptions:

(1) Any student may, with the consent of his adviser, carry eighteen semester hours (counting courses in required physical education).

(2) Seniors who can complete the degree requirements by carrying less than the normal program are permitted to carry as few as twelve semester hours.

(3) Veterans who have received credit for military service and who are not required to take physical education may be permitted to carry as few as fourteen semester hours in each semester of the freshman year.

Further deviations from the normal program, when warranted by special circumstances, will be permitted by the Committee on Academic Status; students desiring this permission should apply in writing to the Dean of Men or the Dean of Women. Only to exceptionally able students, however, will permission to carry more than eighteen semester hours be granted.

CLASSIFICATION OF STUDENTS

A sophomore student must have completed at least twenty-four (24) credits in academic subjects, with at least twenty-four (24) quality points. A junior student must have completed at least fifty-four (54) credits in academic subjects, with at least fifty-four (54) quality points. A senior student expecting to graduate in June must have completed eighty-five (85) credits in academic subjects, with at least eighty-five (85) quality points. The social standing of every student is identical with the academic.

CHANGES IN REGISTRATION

In order to add a course to or drop a course from the program of courses for which they originally registered, men students must make application for such a change to the Dean of Men, and women students, to the Dean of Women. If the application is granted, the dean will then notify the Registrar of the change. The Registrar, in turn, records the change on the student's registration card and informs the instructor or instructors concerned. Unless a course-change has been made in that manner it has no official standing and will not be recognized as valid by the College. After the first two weeks of classes in a semester, the only course-changes which are permitted by the deans are those initiated by the Faculty or by the Administration.

WITHDRAWAL FROM COLLEGE

Students who desire to withdraw from College should apply to the Dean of Men or the Dean of Women for permission to withdraw. The permanent record card of any student who withdraws from College without permission from the proper dean will carry the notation "Withdrew unofficially."

It is the policy of the College to allow appropriate credit to students who withdraw from College during the course of a semester to enter military service. The regulations defining this policy are available on request.

CONTINUANCE IN COLLEGE

A freshman must accomplish for the session at least 14 semester credits in academic subjects and earn at least 10 quality points. During the first semester he must pass at least three semester hours of academic work. An upper classman or an unclassified sudent must accomplish for the session at least 18 semester

credits in academic subjects with at least 18 quality points. A student who has completed 4 semesters may not continue in College unless he has accumulated at least 36 semester credits in academic subjects and 36 quality points. A student who has not met the requirement pertinent to his status may not register either in the summer session or in the regular session, except by the advice and consent of the Committee on Academic Status. Finally, when a student is not profiting by his stay at College, or whenever his influence is detrimental to the best interest of the College, such a student may be required to withdraw.

A student who has failed to complete the requirements for the degree of Bachelor of Arts or Bachelor of Science within five years of residence in College will be automatically debarred from further attendance at the College; provided, however, that when a student has been permitted to reduce his schedule below that normally required, the total period of residence permitted for the completion of the degree requirements shall be extended in proportion to the reduction permitted. In the application of this regulation, each nine weeks' summer session will be counted as three-fifths of a semester.

ABSENCE FROM CLASSES AND FROM COLLEGE

An educational system centered upon classroom instruction justifies a set of regulations and procedures to aid in assuring satifactory class attendance. These attendance regulations are designed by the Faculty to limit the number of unnecessary class absences since irregular class attendance jeopardizes the student's progress and detracts both from instruction and from learning. These regulations provide that a large measure of individual responsibility be given to students on the Dean's List and to those in more advanced courses.

Students are expected to keep their registration appointments. Unless excused by the Dean of Men or the Dean of Women, students who fail to present themselves at the appointed time of registration will be placed on *absence probation.*

Students are expected to be present at all their regularly scheduled classroom appointments. All absences in 100 and 200 courses are reported weekly by the instructor to the Dean of Men or the Dean of Women. A warning shall be issued by the dean to any student for whom a total of one unexcused absence per credit hour of a course has been reported, and if a subsequent unexcused absence is reported in that course, the student will be placed on *absence probation.* Any additional unexcused absence in that course will make the student subject to suspension from the College by action of the Committee on Academic Status. The authority for excusing absences from 100 and 200 courses is the Dean of Men or the Dean of Women, who will notify the instructor of all absences so excused.

Students whose attendance, in the opinion of the instructor, becomes unsatisfactory in 300, 400, and 500 courses and in courses in Law, shall be reported to the Dean of Men or the Dean of Women. When such a report has been received, a warning shall be issued by the dean, and if a subsequent unexcused absence be reported in that course, the student will be placed on *absence probation.* Any additional unexcused absence in that course will make the student subject to suspension from the College by action of the Committee on Academic Status. The authority for excusing absences from 300, 400, and 500 courses and from courses in Law is the instructor in the course.

Students, unless on the Deans' List or unless excused by the Dean of Men or

the Dean of Women, who fail to keep their last scheduled classroom appointment in each of their courses preceding and their first scheduled classroom appointment in each of their courses following the Thanksgiving, Christmas, and Spring holiday periods will be placed on *absence probation.*

After the completion of one semester of regular college work beyond the one in which the absence probation was incurred, *absence probation* will be removed. A student placed on *absence probation* under any of the above provisions (whether for absence from a registration appointment, for absence immediately before or after a holiday, or for absence from classes at other time) who, before the absence probation is removed, incurs a second absence probation, shall be subject to suspension from the College by action of the Committee on Academic Status, and if suspended, may not apply for readmission until a full semester has elapsed, but a student readmitted after such suspension shall not be considered as being on *absence probation.*

Attendance regulations, with the exception of registration appointments, do not apply to students on the Deans' List, or to those students who are enrolled in a course for which they will not claim college credit.

EXAMINATIONS

The examinations, given at the end of each semester, take place at the times announced on the examination schedule, which is arranged by the Dean of the Faculty and posted at least two weeks before the beginning of the examination period. Students are required to take all of their examinations at the times scheduled, unless excused on account of illness or other sufficient reason by the Dean of Men or the Dean of Women. Students should present their reasons for an expected absence to the proper dean in advance of the examination. No excuse on the ground of illness will be accepted unless it is approved by the College Physician.

Deferred examinations are provided for students who have been excused by the Dean of Men or the Dean of Women from taking their examinations at the regular time. The deferred examinations for courses in the first semester are given in the fourth week of the second semester; the deferred examinations for courses in the second semester are given during the orientation period in September. Except under very exceptional circumstances students are not permitted to postpone the taking of a deferred examination beyond the first occasion thus regularly provided; and in no case will permission to take a deferred examination be extended beyond a year from the time of the original examination from which the student was absent. The schedule of the deferred examinations, arranged by the Dean of the Faculty, will be posted several days in advance of the time at which they are given, and a copy of this schedule will be mailed to each student who is entitled to take a deferred examination.

SCHOLARSHIPS

All students who hold scholarships must make a quality point average of 1.0, or better, during the first semester to have the award continued for the second semester. Only those students who hold scholarships throughout a full session will be listed with the Scholarship Holders in the catalogue.

PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES AND ELIGIBILITY FOR CLASS OFFICE

Students are required to pass twenty-four semester credits during the previous year before they may represent the College in athletic contests, inter-collegiate debate, dramatic productions, or other similar extracurricular activities.

No student shall be eligible to hold a class office unless he is a member in good standing of the class which he seeks to represent.

STUDENT EMPLOYMENT

In order that a student may have a balanced program of work and study, the College has set the maximum number of hours of employment at fifteen per week in the case of an average student. For a student who shows superior academic achievement and extreme need, twenty hours per week may be permitted by the Committee on Scholarships and Student Employment upon application to the Director of the Work-Study Plan.

STANDARDS AND RULES OF SOCIAL CONDUCT

GENERAL STATEMENT

Registration as a student at the College of William and Mary implies that the student will familiarize himself with the rules and regulations governing the conduct of students, and that he will abide by such regulations so long as he remains a student at the College.

When students other than day students are permitted to withdraw, or are dropped from the roll, or are suspended, they must forthwith leave Williamsburg and the vicinity. Until this requirement has been fulfilled, they remain subject to the authority of this institution and may be expelled.

The College assumes that men and women of college age are able and willing to maintain standards of self-discipline appropriate to membership in a college community. Therefore, the College purposely refrains from promulgating a rigid code of discipline. However, it reserves the right to take disciplinary measures compatible with its own best interests.

The discipline of the College is vested in the President by the action of the Board of Visitors. Cases involving minor infractions of discipline are handled through the offices of the Dean of Men and the Dean of Women, respectively. Serious infractions are considered by the Discipline Committee, which represents administration, faculty and students. When men and women are jointly involved in misconduct or violation of College regulations, they will be held equally responsible.

Aside from cheating, lying, and stealing, which fall under the Honor System, and infractions of the rules set down by the Women Students' Cooperative Government Association and enforced by the Judicial Committee, the fundamental test for disciplinary action by the College authorities is whether the behavior complained of tends to throw discredit on the name of the College of William and Mary, or to manifest undesirable conduct on the part of the students. The College reserves the right at any time to suspend or dismiss a student whose conduct or academic standing is in its judgment unsatisfactory.

RESIDENCE

All undergraduate students, except those coming daily from their homes, are required to live in the College dormitories. Exceptions to this regulation may be granted by the Dean of Students when good reason for so doing exists.

COLLEGE DINING HALL

All dormitory students who are classified as freshmen or sophomores are required to board in the College Dining Hall. For all other students, boarding in the College Dining Hall is optional.

MARRIAGE

Any minor student who marries without the full knowledge and consent of his or her parents will be required to withdraw. Such consent must be submitted in writing by the parents prior to the marriage.

A student twenty-one years of age or older must give written notice in advance of his or her intention to marry. Failure to do so may result in dismissal from the College.

MANNERS, HABITS OF LIVING

Manners and behavior that would not be tolerated in the student's home cannot be tolerated in the classroom, the dining halls, or the dormitories. The College highly approves of regular habits of living, and these include hours of rising and retiring that are compatible with regular classroom appointments and regular study habits. Long experience has shown a striking correlation between irregular and slovenly habits of living and lack of adequate performance in the classroom. Students are expected to keep their rooms reasonably clean and tidy at all times. It is important that the students' rooms be as presentable as the College grounds, the classrooms, and the dining halls. It is also important that a student's dress and conduct in the dining hall be consistent with that of his home life.

VANDALISM AND DISTURBANCES

In general, the College strongly disapproves of all forms of vandalism and disturbance. Students who deface property or destroy fixtures will be dealt with summarily. The defacement or destruction of state property is a violation of the laws of the Commonwealth of Virginia. Students who through noisiness or other disturbance continually annoy their neighbors will be required to withdraw.

HAZING

Hazing or the subjection of a student to any form of humiliating treatment is forbidden. The hazing of students in a state-supported institution is a violation of the laws of the Commonwealth of Virginia.

ALCOHOLIC BEVERAGES

The College wishes to encourage and to promote the highest standards of group conduct and personal behavior on the part of Wililam and Mary students. Since the College does not believe in the use of alcoholic beverages by students, a statement of policy is necessary in the interests of the College community.

The possession or consumption by William and Mary students or their guests of alcoholic beverages of any kind or alcoholic content anywhere on the campus or in any College building, dormitory, sorority house, or fraternity lodge is prohibited; nor may alcoholic beverages of any kind or content be served or consumed at any dance or other social function given in the name of the College or sponsored by any student organization or group. It shall be the responsibility of the sponsoring student organization or group and its officials to enforce this regulation.

Violation of this regulation may be punished by loss of social privileges, probation, suspension or separation from the College.

AUTOMOBILES

By regulation of the Board of Visitors, students are not allowed to have automobiles, except by special permisison, which is to be secured from the President through the Dean of Men. When a student has secured special permission to have or operate an automobile, it is expected that the use of the automobile will be limited to the purposes for which the permission was granted.

Special permission to have automobiles at the College will be granted only in cases of physically handicapped students whose disability makes it necessary that they have access to automobile transportation and in cases of students who can demonstrate that an automobile at the College is essential to necessary part-time employment in Williamsburg.

The automobile regulation will not be applied to married students whose families are residing in Williamsburg or to day students who commute to the College from their homes. Further, students who have been accepted as candidates for the Master's Degree and students who have received the Bachelor's Degree and who are studying for the BCL Degree will be exempt from the regulation. Students exempt from the regulation must, nevertheless, register their cars at the Office of the Dean of Men. All other students, including resident students living off campus in Williamsburg, are subject to the regulation.

Except as noted above, no student shall, while College is in session, maintain or operate a motor vehicle in Williamsburg or vicinity.

Storing or otherwise keeping an automobile in Newport News or Richmond or other places in this area for occasional use is a violation of this regulation.

A student who rides in a car which is used in violation of this regulation will be held equally guilty with the owner or driver.

If a student wishes to bring his luggage to the College in an automobile, that automobile must be returned to his home before 6:00 p.m. of the day preceding the day on which classes begin. A student must not bring an automobile to the College unless he can provide for its removal from Williamsburg and its return to his home by that time.

Candidates for the Bachelor's Degree at the June commencement are granted special permission to bring automobiles to Williamsburg on Friday immediately preceding Commencement day and to keep these automobiles at the College until the conclusion of the session. This special permission does not apply to other students.

Every student who keeps a car within the City of Williamsburg for 60 days or more each year (whether consecutive or not; whether an out of state car or not; whether owned by him in whole or in part or not) must procure annually a City tag and keep it attached to his car while driving on any public street or alley within the corporate limits of the City. The year is from April 1 to March 31. The cost of the tag is $5.00 for a full year.

Students who violate the automobile regulation will be subject to dismissal from the College.

DORMITORY REGULATIONS

Maintenance of Quiet

Students are expected to maintain quiet in the dormitory at all times. The use of radios and musical instruments must be confined to such hours as the maintenance of quiet dictates. Students are expected to avoid singing, loud talking, or any unnecessary noise.

Windows

There shall be absolutely no talking out of infirmary or dormitory windows by either men or women students.

Damages to Rooms, Furnishings, etc.

Damage to rooms, furnishings, or the corridor adjacent to the student's room will be charged to the occupant. Pictures, maps, papers, penants, etc. may be hung only from the molding and must not be taped or otherwise fastened to the walls. Markings on the walls will be charged for accordingly.

Dogs and Other Pets

For sanitary reasons, dogs and other pets may not be kept in dormitory rooms or in other dormitory spaces.

Firearms and Ammunition

Firearms or ammunition may not be kept in the dormitories or elsewhere on the campus. The use of guns for hunting or target practice is prohibited at any place on the campus or in the College woods.

Students who violate this regulation will be subject to dismissal.

Fireworks

Possession of fireworks or the exploding of fireworks in the dormitories or on the campus is prohibited. The exploding of fireworks within the City is a violation of a Williamsburg City ordinance.

Students who violate this regulation will be subject to dismissal.

Room Furnishings

Double rooms are furnished with two twin beds or one double decker bed, one large or two small study tables, two chairs and one chiffonier to be shared by two students. Single rooms are furnished with a single bed, study table, chair and chiffonier. Under no circumstances are students permitted to move College furniture from one room to another.

Change in Room Assignment

Students are not permitted to change rooms without first obtaining approval from the Dean of Men, or Assistant Dean of Women. Students are given two weeks at the beginning of the semester to become settled in their rooms. Changes after this period will be permitted only after payment of a five dollar room change fee.

Room Keys, Key Deposits

In the case of men, each occupant of a room must secure a key to that room.

The possession of one key for two students is not permitted. The deposit on a key will be refunded only to the original possessor of the key upon vacating his room providing the key is surrendered within one week after the room is vacated. If a student's room assignment is officially changed, he must exchange keys at the Office of the Dean of Men. Exchange of keys between students will result in forfeiture of key deposits.

Overnight Guests in Dormitories

Students desiring to have overnight guests in any one of the dormitories or sorority houses are required to make arrangements in advance with the Assistant Dean of Women or the Dean of Men as the case may be.

All guests must be registered with the hostesses in residence for women students, and with the hostesses or student dormintory managers in the dormitories for men students. Visits of such guests should be limited in length to three days and confined to week-ends. Guests will not be entertained during the periods of examinations.

CLOSING OF DORMITORIES DURING CHRISTMAS AND SPRING RECESSES

At the Christmas and Spring recesses all residences for men and women students close at 12:00 noon on the day following the end of classes, and re-open at noon on the day before the resumption of classes. Under no condition may guests be entertained in the fraternity lodges, sorority houses, or residence halls when the College is not in session. At the end of the session the residences will close at 12:00 noon on the day following graduation exercises. Students may not remain in the residences beyond 12:00 noon on the days specified. Exception will be made for those men who are employed through the College, in which case arrangements must be made with the Dean of Men.

Requests for Repairs, etc.

Requests for repairs, etc., are to be made to the hostess or student dormitory manager.

SOCIAL HOURS

The social hours for women students, according to their academic classification, are as follows:

A. During the Semester

1. First Semester
   - (A) Freshmen:
     - Monday through Thursday, 7:00 a.m.-7:00 p.m.
     - Friday, 7:00 a.m.-11:00 p.m.
     - Saturday, 7:00 a.m.-12:00 midnight.
     - Sunday, 7:00 a.m.-10:00 p.m.
   - (B) Sophomores, Juniors and Seniors
     - Sunday through Thursday, 7:00 a.m.10:00 p.m.
     - Friday, 7:00 a.m.-11:00 p.m.
     - Saturday, 7:00 a.m.-12:00 midnight.
2. Second Semester. All women students, regardless of their class have the following social hours:

(A) Sunday through Thursday, 7:00 a.m.-10:00 p.m.
(B) Friday, 7:00 a.m.-11:00 p.m.
(C) Saturday, 7:00 a.m.-12:00 midnight.

3. According to their academic classification, students receive a quota of 11:00 o'clock permissions or "lates." In using these lates a woman student must sign out both on her hall chart and on her housemother's late chart.
   (A) First semester freshmen are granted six 11:00 o'clock permissions per semester which may be used only on Sundays.
   (B) Second semester freshmen are granted twelve 11:00 o'clock permissions per semester.
   (C) Sophomores are granted twenty-four 11:00 o'clock permissions per semester.
   (D) Juniors are granted thirty-six 11:00 o'clock permissions per semester.
   (E) Seniors are granted unlimited 11:00 o'clock permissions per semester.
4. Freshmen, sophomores, and juniors making Dean's List have the social privileges of their respective preceding class.

B. During Special Periods

1. Orientation and Registration Period.
   (A) First Semester:
   Sophomores, Juniors and Seniors are granted additional non-quota 11 o'clock late permissions each night.
   Social hours for Freshmen:
   Sunday through Thursday, 7:00 a.m.-10:00 p.m.
   Friday, 7:00 a.m.-11:00 p.m.
   Saturday, 7:00 a.m.-12:00 midnight.
   (B) Second Semester:
   All students are granted additional non-quota 11 o'clock late permissions each night.
2. Reading and Examination Period.
   Juniors are granted unlimited non-quota 11 o'clock late permissions.
3. Students Remaining at College during Vacation Periods: Every day (including the night before classes are resumed), 7:00 a.m.-11:00 p.m. except Saturday, 7:00 a.m.-12:00 midnight.
4. Additional Non-Quota Lates.
   (A) The night before Thanksgiving vacation—11:00 p.m.
   (B) The night before Christmas vacation—11:00 p.m.
   (C) The night before Spring vacation—11:00 p.m.
   (D) Girls not attending the regular 1:15 a.m. or 2:15 a.m. Friday night dances have automatic 12:00 midnight permissions.
5. In using these lates, the normal procedure of signing out is followed.

C. For Special Occasions

1. Students attending regularly scheduled social events, which end at 12:00 midnight, and which are sponsored by college organizations, may sign out for a 12:15 a.m. permission.

2. Students attending regularly scheduled college dances which end at 1:00 a.m. or 2:00 a.m. may sign out for a 1:15 a.m. or 2:15 a.m. permission respectively.
3. Students attending regularly scheduled college functions held on nights when their social hours expire at 7:00 p.m. or 10:00 p.m. must sign on the house-mother's late chart and on their hall chart if the event might possibly last beyond 10:00 p.m. This will not count as one of their quota permissions if they return immediately after the function. College functions are defined as lectures, plays, concerts, intercollegiate games and matches, religious services, and similar occasions.

D. For Specified Places

1. Students may date in the women's dormitories:
   (A) Sunday-Friday, 12:00 noon-11:00 p.m.
   (B) Men may enter the Lobbies of women's dormitories after 9:00 a.m. Sunday morning in order to call for women students with whom a date has been previously arranged. There will be no dating in the living rooms of the dormitories before 12 noon on Sunday. The intercom system cannot be used before noon Sunday to call dates.
   (C) Saturday, 12:00 noon-12:00 midnight.
   (D) Special 2:15 a.m. Friday dances, 12:00 noon-12:00 midnight.
2. Subject to limitations that may be imposed by the special house rules of the fraternity or until amended by the College, women students are permitted to be in the lodge area during the following hours provided a chaperone is present.
   (A) Monday through Thursday, 3:00-10:00 p.m.
   (B) Friday, 3:00-11:00 p.m.
   (C) Saturday, 1:00-12:00 midnight.
   (D) Sunday, 1:00-11:00 p.m.
   (E) From the beginning of social hours until 6:00 p.m. a woman student may visit a lodge provided another woman guest is present at the lodge visited. From 6:00 p.m. until the lodges are closed to women guests, a woman student may visit a lodge provided a chaperone approved by the Office of the Dean of Women is present at the lodge visited.
3. Students may use the steps of academic buildings fronting on the Sunken Garden for dates.

REGULATIONS FOR THE USE OF MATOAKA PARK, INCLUDING THE SHELTER PICNIC AREA AND THE COLLEGE PICNIC GROUNDS

THE AREA

Matoaka Park includes the wooded area of approximately 1200 acres west of the campus, lying between the Jamestown and the Ironbound Roads. In the midst of the park is Lake Matoaka extending from Jamestown Road northward in five branches. Extensive ravines and marshes cover a large portion of the Park and make it unsuitable for unrestricted use; moreover, since the Park is untended, there is considerable fire hazard. For these reasons, only the Matoaka Theatre Area and the Picnic Grounds are open to student use.

The Lake Matoaka theatre and the Matoaka Shelter Picnic Area are located within an enclosed area off Jamestown Road to the east of Lake Matoaka. The College Picnic Grounds are between the tennis courts and the road running behind the Fraternity Lodges. The Shelter Picnic Area and the College Picnic Grounds are open for recreational student use daily until 7:00 p. m. Women students, however, may not at any time enter any part of the College wooded area alone.

REGULATIONS

1. General

The fundamental criterion upon which all rules of deportment at the College are based is whether or not the behavior in question tends to throw discredit on the reputation of the College or to manifest unsuitable conduct. Those same general rules of conduct which govern all social affairs at the College shall be adhered to at all times by all persons in all parts of the College wooded area and picnic grounds. The College regulation concerning the use of intoxicating liquors will apply to these areas. Picnic grounds are regarded as social areas similar to the fraternity lodges.

2. Use of the Matoaka Shelter Picnic Area

Student groups and other College groups (faculty and staff) will have priority for the use of picnic facilities within the Matoaka Park enclosure. When the park is not scheduled for College use, local organizations (religious, civic, etc.) may be permitted to use the picnic facilities. The area is available for the scheduling of picnics by students and other College groups from the date College opens in September to November 15, and from April 15 to June 1. During the summer session, when the Jamestown Corporation is producing a play in the Matoaka Theatre, picnics will not be scheduled. The picnic facilities in the enclosed area will be reserved during this period for patrons attending the play.

Permission to use the Matoaka Shelter Picnic Area must be obtained in advance through application to the Dean of Students. Chaperones are necessary.

3. Use of the College Picnic Grounds

Students may use the picnic facilities in this area (between the tennis courts and the road running behind the Fraternity Lodges) without advance scheduling. Chaperones are not necessary.

4. Hours

In general, the picnic areas are open for student recreational use until 7:00 p. m. daily. From time to time, especially in certain seasons, other closing times may be posted.

5. Picnicking and Fires

Picnicking shall be confined to the areas designated for this purpose. Fires are prohibited except at locations where fireplaces or ovens have been provided. Trash from picnics must be deposited in receptacles provided for this purpose. The cutting of flowers and foliage is prohibited.

6. Firearms

The use of or the possession of firearms for hunting, target practices, or other purposes is prohibited at all places throughout the park area. Violators of this regulation are subject to prosecution at law.

7. Fishing and Swimming

Matoaka Park, including Lake Matoaka, has been designated as a state game and fish sanctuary.

Swimming in Lake Matoaka is prohibited for the reasons that the water purity is below minimum standards required by the Department of Public Health and the extensive undergrowth in the lake bottom makes swimming hazardous.

MISCELLANEOUS REGULATIONS

LIBRARY

The principles of the Honor System are to be observed in the Library. The removal of books from the Library or from the Reserve Book Room by other than established methods is considered an offense similar to the theft of other property on the campus. Lying or any form of deceit in regard to the use of the reserved books or to the borrowing of books is considered an infraction of the Honor System and will be reported to the Honor Councils.

In accordance with the Honor System, the open stack method prevails in the Library. Students are privileged to go freely to the stack rooms to select the books they need or to browse at leisure. A student may borrow from the general collection as many books at one time as he wishes.

The Student Govenment of the College requires that a student refrain from unnecessary and loud talking in the Library rooms.

All books borrowed from the Library except reserved books should be charged at the circulation desk. If necessary, a book may be recalled by the Librarian at any time.

Most books circulate for two weeks subject to a fine of two cents a day after that time. Library fines unpaid after a month's duration are reported to the Dean of Students.

Books which are on reserve may be borrowed from the Library at 9:00 p. m. to be returned by 9:15 a. m. the next morning; or 5:00 p. m. Saturday, to be returned by 2:30 p. m. Sunday. A fine of twenty-five cents for each book will be charged if it is not returned on time and an additional charge of five cents an hour until it is returned.

Current numbers of periodicals may be borrowed from the Library on the same schedule as books on reserve; however, the fine for the late return of periodicals is double that of books on reserve (fifty cents for each periodical not returned on time and ten cents an hour for each additional hour until it is returned to the Periodical Desk). Not more than three periodicals or three issues of a single periodical may be borrowed by one person overnight.

Books in the reference department may not be taken from the Library at any time.

The Library is open week days from 8:00 a. m. to 5:30 p. m. and from 6:30 p. m. to 10:00 p. m.; on Saturdays from 8:00 a. m. to 5:00 p. m.; and on Sundays from 2:00 p. m. to 5:00 p. m. and from 7:00 p. m. to 10:00 p. m.

STUDENT HEALTH SERVICE

The purpose of the Health Service is fourfold:—(1) improvement of the health of the students; (2) prevention of diseases; (3) supervision of campus sanitation, which includes inspection of sanitary conditions of cafeterias, dining halls, dormitories, swimming pools, periodic examination of all food handlers in college eating places, inspection and analysis of college water and milk supplies etc.; and (4) instruction of students in matters essential to healthful living.

The Health Service is housed in the David King Infirmary, a modern, fireproof

building containing out-patient clinic, dispensary and waiting rooms, diet kitchens, nurses' quarters, and eighty-bed infirmary.

A health certificate is required of all entering students. During each semester, each student is entitled to the use of the Medical Service. The medical services are as follows:

1. Medical care in the Health Service clinic for minor and incipient illness and accidents. Necessary staple drugs and dressings are included.
2. Health consultation service with the medical staff or with college health consultants.
3. Special medical examinations for certification of students, which is required for participation in intercollegiate athletics and other forms of strenuous activity.
4. A medical examination, by the college physician, of all freshmen and transfer students and for reinstatement following withdrawal for illness or other cause. Recommendations to the Physical Education Department and to faculty advisers are then made regarding the physical condition of the student thus enabling him to arrange his program within his physical capacities.
5. Hospitalization in the Health Service infirmary for a limited period, for minor and incipient illness when bed care is advised by the college physician. The College does not, however, assume the cost of special nurses, consulting physicians, surgical operations, x-ray or laboratory tests, care in other hospitals, or special medications. Meals are charged the student at the prevailing Dining Hall rate.

The College Health Service affords the student general medical treatment and bed care in the Infirmary for a period up to three weeks for minor and incipient illness and accidents. Staple drugs are supplied without additional charge. Isolation and care for common communicable diseases are provided.

The Infirmary is open and a nurse is on duty twenty-four hours each day. The doctor is on call twenty-four hours each day. The following hours have been established for out-patients:

Nurse's Hours:

7:30 a. m. to 10:00 a. m.
12:30 p. m. to 2:30 p. m.
6:00 p. m. to 8:00 p. m.

Doctor's Hours:

8:30 a. m. to 10:15 a. m.
6:30 p. m. to 7:30 p. m.

COLLEGE DINING HALL

All dormitory students who are classified academically as freshmen or sophomores are required to board in the College Dining Hall. Meal tickets are not transferrable and may be used only by the person to whom issued.

The hours of the Main Dining Hall are:

Breakfast—7:00 to 8:30 a. m.
Lunch—11:45 a. m. to 1:30 p. m.
Dinner—5:00 to 6:30 p. m.

Short order service is provided in the Wigwam from 7:00 a. m. to 10:30 p. m.

USE OF THE COLLEGE NAME

The name of the College cannot be used in connection with any organization or activity without the consent of the College.

Permission for persons associated with the College to give a public performance must be obtained from the President. The use of rooms in College buildings for displaying samples and goods for sale is not permitted. The name of the College is not to be used in connection with any organization or activity without the consent of the College.

STUDENT GOVERNMENT REGULATIONS

GENERAL

The Constitution of the Student Body of the College of Williagm and Mary provides for a Senate and Assembly whose powers extend to all students activities common to both men and women. A separate organization, the Women Students' Co-operative Government Association deals with the student activities which concern the women solely. These two organizations co-operate with the College in administering the regulations which govern student life.

A general Co-operative Committee consisting of students, members of the faculty and administrative officers, serves as a clearing house for matters of general concern to the entire College.

STUDENT ELECTIONS

Article V of the By-Laws of the Student Assembly sets forth the procedure to be followed in the conduct of the Student Elections and describes the qualifications for office. (See Appendix)

ACTIVITIES OF CLUBS

Regulations governing the activities of clubs are set forth in Article VII of the By-Laws of the Student Assembly. (See Appendix)

FRESHMAN RULES

Freshman ("duc") rules are stated in Article X of the By-Laws of the Student Assembly. (See Appendix)

COLLEGE REGULATIONS WHICH APPLY TO FRATERNITIES AND SORORITIES

SOCIAL RULES

A proposed calendar of events planned by a fraternity or a sorority during each semester must be submitted to the Dean of Students prior to the opening of the semester. This proposed calendar should include dates of regular meetings, pledgings and initiations, as well as dates of parties, dances, serenades, receptions, and other social events contemplated by the group. The proposed calendar will be reviewed by the Dean of Students, who will return an approved calendar to the fraternity or sorority.

(a) No more than three dances or parties may be held by a fraternity or a sorority during the session and not more than two such parties can be held during any semester. For the purpose of these regulations, a party is defined as a dance, dinner (attended by both men and women students), or dinner dance. No more than one reception may be held during each semester.

(b) No more than one picnic or one hay ride may be held by a fraternity or a sorority during a semester.

Parties or dances are not permitted to be held off campus except at the Williamsburg Lodge, the Williamsburg Inn, the King and Kay Tea House, Ivy House or Thieme's Tea Room.

No dance, party, or student event may be scheduled unless a request is made at least three days prior to the day of the party. Three days' notice must be given for cancellation of a scheduled event by the fraternity, the sorority or the Dean of Students. Before a dance, party, picnic (for regulations pertaining to picnics see pages 17-18 of this Handbook), or other social event is held, a complete list of chaperones and guests must be submitted to the Office of the Assistant Dean of Women before noon on the day of the party. Chaperones must be persons associated with the College, and must be married couples or a man and a woman.

Parties may be held on Friday or Saturday nights only, except on special occasions specifically approved. No parties will be allowed on Saturday nights when College dances are scheduled. Fraternity and Sorority activities will not be scheduled in conflict with College convocations, lectures, plays, musical events, and similar College functions.

Parties held on Friday and Saturday nights must be brought to a close in time for the women to be in their respective dormitories at 12:15 o'clock. All guests are expected to leave the place of the dance or party no later than midnight. Picnics, hay rides, and such other affairs must be brought to a close in time for the women to return to their dormitories by 9:00 p. m. Parties held on special occasions must be brought to a close for the women to be in their respective Houses by 11:00 p.m. Serenades may be held from 9:00 to 11:00 p. m.

The Interfraternity Council is required to submit to the Dean of Students a complete schedule of smokers, parties, entertainments and all other social events scheduled by the several fraternities in connection with the formal rushing period. This schedule must be submitted no later than one week prior to the date formal rushing begins.

During the hours from 3:00 p. m. to 6:00 p. m., Mondays through Fridays,

and 1:00 p. m. to 6:00 p. m., Saturdays and Sundays a woman guest may not visit the lodges except in the company of another woman guest; at all other times within the hours approved for women to visit the lodges, a chaperone approved by the office of the Dean of Women must be present at the lodge visited.

RUSHING RULES FOR MEN

Rushing shall be prohibited during the summer vacation. This is to include any rushing activity undertaken by a national organization or by alumni with the knowledge and consent of the William and Mary Chapter.

Rushing of students shall be prohibited from the opening of the first semester to the beginning of the formal rushing period. (For further details see the By-Laws of Interfraternity Council, Article I. section 3, in Appendix.)

Formal rushing regulations are as follows:

Registration of all male students interested in joining a fraternity will be held during the first week in November, the place to be designated by the council. Registration fee will be $1 and will cover registration requirements through the school year. Male students will not be placed on the rushing eligibility list unless registered.

Formal rushing shall begin at 12:00 noon on the first Tuesday following the date on which Autumn mid-semester grades are due at the Office of the Registrar. Rushing shall be limited from 12:00 noon until 12:00 midnight each day of rush week, Tuesday through Friday. The first day, Tuesday, will serve to allow members and rushees to become better acquainted, no binding commitments being made to any particular fraternity. From 12:00 noon Wednesday until 12:00 midnight Friday, within rushing hours rushees will be allowed to make commitments; formal invitations to join a fraternity will be sent out Saturday morning. Rushees shall signify their acceptance by reporting to the fraternity's lodge Saturday afternoon.

Total rushing expenses shall not exceed $125 per fraternity. An itemized account shall be submitted to the President of the Council not later than noon on Saturday of rush week. None of the rush parties shall be conducted as an open house; attendance shall be by invitation.

Each fraternity, at the conclusion of each night of rush week, shall make up eleven lists of the rushees who pledged during the night and/or those who may have broken their previous pledges. These lists shall be immediately submitted to the I. F. C. president for distribution to the other fraternities. A violation of this procedure will constitute "dirty rushing." Fraternities will not send invitations to those rushees who have been "shaken" by other fraternities.

Eligibility for rushing is as follows:

A student must pass a minimum of nine (9) semester hours and have a quality point average of .50 on mid-term grades to be eligible to be rushed. A rushee must be a regularly enrolled student of the College of William and Mary.

The eligibility of new students (freshmen and transfers) entering during the first semester shall be determined by the mid-semester grades of the first semester and the final grades (second list).

The eligibility of new students (freshmen and transfers) entering during the second semester shall be determined by the midterm grades of the second semester.

They shall be ineligible for any rushing until the Monday following publication of the third ineligibility list (q. v.). The eligibility of upperclassmen shall be determined on the basis of their grades on the report issued immediately before the publication of the list of ineligible men.

Men ineligible on the basis of one ineligibility list remain ineligible until the appearance of a later list.

Eligibility for initiation is as follows:

To be eligible for initiation a pledge must have been in residence at the College of William and Mary in Williamsburg a minimum of one semester, and;

He must have passed a minimum of twelve (12) semester hours which may include physical education, and have a quality point average of .64 during the semester preceding the one in which he is to be initiated.

The procedure for depledging is:

Any man depledged by a fraternity for reasons other than scholarship is ineligible to be pledged by any fraternity for a period of one year.

Any pledge failing to meet the academic requirements for initiation by the end of the second semester following the semester in which pledged is automatically depledged. At such time as he meets these academic requirements he is eligible for repledging by any fraternity.

The president of the fraternity depledging a student shall notify the Secretary-Treasurer of this Council of the name of the student and the date of the termination of his pledge.

A pledge will be considered depledged on the date that the Secretary receives notification.

The trial procedure for a violation of these rushing rules is set forth in Article VIII of the By-Laws of the Interfraternity Council in the appendix.

RUSHING RULES FOR WOMEN

There shall be open association of freshmen and transfers with sorority women except during a prescribed period to be announced, when there shall be no association. The following exceptions must be observed on or off campus:

(a) There is to be no sorority talk by any woman with the exception of two days when there may be sorority talk during rushing hours. Information about each sorority will be available at the respective houses when formal rushing begins, and in booklets which will be given out at the mass meeting. Literature, publications and periodicals of the sororities will also be available at all times in the College Library.

(b) Absolutely no money shall be spent on freshmen or transfers or gifts sent to them by sorority women; nor shall freshmen or transfers spend money on sorority women or send them gifts.

(c) New women are not allowed in sorority houses until formal rushing begins with the exception of the open house.

Town women and alumnae shall be under the same rules as all other freshmen, transfers, and sorority women at all times.

Sponsors, who are sorority women will be under the same restrictions as all other sorority women.

Sorority women may wear their pins at all times.

There shall be no pledging or bidding of any student, freshman, transfer, or old student during the period beginning with the last class of winter school session until the Pan-Hellenic pledge day terminating formal rushing. Repledging and initiation of women may take place at any time according to the discretion of the individual sorority with the approval of the administration.

There shall be no association of freshmen and transfers with sorority women during the prescribed period outside set rushing hours. There shall be no sorority talk during the rush period by any sorority woman, patroness, or alumna with the exception of the two-day period when there may be sorority talk during rushing hours. "Sewing up" at any time before the end of rushing is sorority talk. Scrapbooks and publications may be used. Songs may be sung. Rushing shall be confined to the William and Mary campus. Transportation shall be arranged by the rushee. There shall be no outside entertainment at the rushing parties or at the open house, and no men may attend either the parties or the open house, or be in evidence in the house during any time rushing is going on in the houses. No sorority may request men to rush for them.

The Council has fixed sixty dollars as the maximum sum for each sorority to spend on rushing. This includes all foods, favors, invitations, and any other expense incurred by the entertainment. There shall be no contributions of any sort by sorority women, their parents, friends, alumnae or patronesses. The amount in excess of ten dollars in payment for the histories must be deducted from the sixty dollar maximum. Note paper and cigarettes will not be deducted from the sixty dollars.

If a freshman or transfer cannot accept an invitation she must notify the sorority inviting her on receipt of the invitation. If she does not decline the invitation and does not go to the house, she will probably be dropped by that sorority. Declinations are to be made by telephone or by note in the sorority box in Barrett Hall.

REPORTS AND FORMS

The following reports and forms shall be submitted to the College:

(a) College form F-1, roster of initiates and pledges, shall be submitted to the Fraternity Officer within two weeks after the date classes begin in the first and second semesters.

(b) College form F-2, report of pledging, shall be submitted to the Fraternity Officer within one week after pledging.

(c) College form F-3, report of depledging, shall be submitted to the Fraternity Officer within one week after depledging.

(d) College form F-4, request for approval to initiate, shall be submitted to the Registrar, with a copy to the Fraternity Officer, at least three days before the date of initiation.

(e) College form F-5, approval for initiation and fraternity's report of initiation, is prepared by the Registrar and shall be obtained from the Registrar's office by the fraternity prior to the date of initiation. The fraternity shall complete the lower half of this form after the student is initiated and return the form to the Fraternity Officer within one week after the student's initiation.

(f) College form F-6, report of election of new officers, shall be submitted to the Fraternity Officer within one week after the election of new officers.

(g) College form F-7 (for fraternities only), report of delinquent member and pledge accounts, shall be submitted to the Fraternity Officer on or before the fifth day of each month during the regular College session.

The Fraternity Officer shall publish four rushing eligibility lists naming all non-fraternity men in residence who are eligible for fraternity rushing as follows:

(a) A list published within the first two weeks of the fall semester. Men who entered the college at the beginning of the fall semester are not eligible for inclusion in this list.

(b) A list published within one week after the issuance of fall mid-semester reports.

(c) A list published within the first two weeks of the spring semester. Men who entered the College at the beginning of the spring semester are not eligible for inclusion in this list.

(d) A list to be published within one week after the issuance of spring mid-semester reports. Each list shall be considered in force until suspended by a new list. Students not certified on a given list as eligible for rushing may not be rushed by a fraternity.

COLLEGE POLICY APPLICABLE TO THE FRATERNITY LODGES

The College has constructed eleven fraternity lodges, financed with endowment funds. These lodges afford comfortable and pleasant accomodations where fraternity men may hold their meetings and social affairs.

Fraternities rent these lodges from the College on an annual permit basis. The permits are renewable so long as the fraternity maintains a sound financial condition and conforms to College rules and regulations and the terms of the permit, and they may be cancelled by the College when a fraternity violates any of the permit conditions. Fraternities may use the lodges only during each regular session, but they may sublet during the summer to tenants approved by the College. Rentals paid by students living in a lodge are applied toward the annual lodge rental paid by the fraternity.

The following College policy is applicable to the fraternity lodges:

1. The College has assumed the responsibility for providing the fraternities with lodges at a reasonable cost. It is the responsibility of the College both to protect the corpus of its funds invested in the fraternity housing project and to encourage the fraternities to maintain a sound financial condition.
2. It is the responsibility of the fraternity to maintain a financial position that will provide adequate protection for the funds advanced by the College for housing and at the same time enable the fraternity to maintain its individual standing and the reputation of the fraternity system as a whole.
3. It is the responsibility of the fraternity to protect the property of the College and to maintain such standards of housekeeping as will provide the proper environment for gracious living.
4. It is the responsibility of the fraternity to conform to all social rules as may be established by the College for its well-being.

The general social regulations which govern the use of lodges for social affairs are found on pages 23-24.

APPENDIX

STUDENT GOVERNMENT CONSTITUTION

Preamble

We, the students of the College of William and Mary in Virginia, believing that there are common problems that can be resolved, and common purposes that can be achieved through united effort; and believing that the traditions of student government at William and Mary should be preserved as a sure means of contributing to character and leadership; and desiring to assume responsibility in the management of our affairs, do hereby establish this constitution.

Article I—Name

The name of this association shall be the Student Body of the College of William and Mary in Virginia.

Article II—Membership

The membership of this association shall consist of all regularly enrolled students of the College of William and Mary in Virginia.

Article III—Powers

The powers of the Student Body as herein provided for under this constitution shall extend to all student activities common to both men and women students.

Article IV—Officers

Section 1. There shall be a President of this association who shall be elected by direct vote of the entire student body.

Section 2. There shall be a Vice-President of this association who shall be elected by direct vote of the entire student body.

Section 3. There shall be a Secretary of the Student Body who shall be elected by direct vote of the entire student body. This Officer shall be the recording and corresponding secretary of the Assembly and the Senate and shall be a member of the Assembly but not of the Senate.

Article V—The Assembly

Section 1. The Assembly shall be composed of forty-two members, as follows: Three men and three women, elected from each of the four classes, each member of this association voting for six candidates from his class; the Vice-President of each of the four classes, the Secretary of the Student Body, one graduate student elected by the graduate students, and twelve members of the Senate provided for in Article VI. For the purpose of this section graduate student shall be taken to mean any regularly enrolled full-time student who possesses a Bachelor's degree.

The President of the Student Body shall be Speaker of the Assembly.

Section 2. The legislative and the administrative powers of this association shall be vested in the Assembly.

Section 3. The powers and duties of the Assembly shall be such as are provided for in by-laws passed by the Assembly, and approved by General Cooperative Commitee and as constituted in Article VII, Section 1, and by the President of the College.

Section 4. The Assembly shall, subject to such limitations as may be otherwise contained in this constitution, determine its own rules of procedure; fix its own

time and place for meetings; establish regulations governing all student body elections herein and hereafter provided for, including the election of its own membership. It shall have also the power to adopt such rules and regulations for the conduct of its own meetings and for the performance of its duties as the Legislative and the Administrative authority for this association as are not otherwise inconsistent with the provisions of this constitution.

Article VI—The Senate

Section 1. The Senate shall be composed of twelve members as follows: The Presidents of the four classes; the President and VicePresident of the Student Body; the Chairman of the Men's Honor Council; the President of the Women Students' Cooperative Government Association; the Chairman of the Women's Honor Committee; the Chairman of the Women's Judicial Committee; the President of Pan-Hellenic Council; the President of the Inter-Fraternity Council.

Section 2. The Senate shall be a permanent standing committee of the Assembly, to which all by-laws shall be referred, and it shall represent the Assembly on the General Cooperative Commitee.

Section 3. The Vice-President of the Student Body shall preside over the Senate.

Section 4. No member of the Senate shall be eligible for election to the Assembly for the same term.

Article VII—The General Cooperative Committee

Section 1. The General Cooperative Committee shall be composed of twenty-three members as follows: the President of the College; four Administrative officials; four Faculty members; the Executive Secretary of the Society of the Alumni; the Senate; and the Editor of the Flat Hat.

Section 2. The General Cooperative Committee shall meet at least once a month, during the regular college session.

Article VIII—Elections

Section 1. The Class Officers shall be elected by the direct vote of their respective classes.

Section 2. The President of the Student Body, Vice-President of the Student Body, Secretary of the Student Body, and Class Officers, with the exception of the Officers of the Freshman Class, shall be elected at least two weeks prior to the date set by the Assembly for the elections of its new members.

Article IX—Amendments

Amendments may be made to this constitution by a two-thirds vote of the total membership of the Assembly after a resolution for amendment has been tabled for one regular meeting.

Article X—Ratification

This constitution shall go into effect immediately upon its being ratified by a majority of the total of the Student Body and upon its formal approval by the President of the College.

Article XI—Initial Elections

The first elections of members to the Senate and Assembly shall be under the supervision of the present Student Government.

STUDENT ASSEMBLY BY-LAWS

Article I—Organization

Section 1. A regular meeting of the Student Assembly shall be held the first and third Tuesday of each month of the academic year.

Section 2. A quorum shall consist of two-thirds of the total membership.

Section 3. Special meetings shall be called by the President upon notification by the Secretary.

Article II—Inauguration of Officers

Section 1. The following pledge shall be taken by members at the first meeting after election: "I do solemnly swear to uphold the Constitution of the Student Body of the College of William and Mary, to discharge faithfully the duties incumbent upon my office."

Section 2. Members of the new Student Assembly shall be installed after their election in the spring before a general meeting of the Student Assembly.

Article III—Rules of Order

Section 1. The Vice-President of the Student Body shall be President ex-officio in case of the absence of the President.

Section 2. At the first meeting of the newly elected Assembly, the Secretary shall be elected. No member of the Senate shall be eligible for election as Secretary to the Student Assembly.

Section 3. The President shall present the order of business.

(a) The Secretary shall call the roll and read the minutes of the previous meeting.

(b) The President shall call for committee reports.

(c) The President shall call for old business.

(d) The President shall call for new business.

(e) The President shall ask for voluntary remarks.

(f) The President shall call for a motion of adjournment.

(g) Unless otherwise provided for in these ByLaws, the power of appointing committees shall rest in the hands of the President of Assembly.

Section 4. Robert's Rules of Parliamentary Procedure shall be followed, except when in conflict with the By-Laws.

Section 5. Voting shall be by show of hands unless a majority calls for a secret ballot.

Section 6. The meeting shall be open, but it may be closed by an accepted motion.

Article IV

Section 1. Every officer on leaving his office shall give to his successors all papers, documents, books and money belonging to the society which shall be a part of a permanent record.

Article V

The Student Assembly shall have the power to conduct elections in accordance with the procedure contained in these By-Laws.

Section 1. There shall be instituted a Committee on Elections composed as

follows: Presidents of the four classes, Chairmen of the Men's and Women's Honor Councils, and the two members of the Assembly appointed at large by the President. In addition to the Chairman of the Women's Honor Council at least two members of the Committee shall be women students. The duties of this Commitee shall be the following:

(a) The Chairman must be appointed by the President of the Student Body at the first meeting when the new Assembly takes office in the Spring.

(b) To call for petitions of nominees for class and Student Body Officers (members of the Assembly, representatives to Men's Honor Council).

(c) To determine the eligibility of nominees according to qualifications set forth in these By-Laws.

(d) To set a time for holding every regular class and Student Body election, provided that such elections must be held between the first and last days of April, between the hours of twelve and six P. M. Elections of Freshman Class officers and representatives to the Student Assembly shall be held during the first two weeks of November.

(e) To announce the date and place of each election two weeks prior to elections. The names of all candidates for offices must appear in two successive issues of the Flat Hat before the election. The deadline for petitions for Student Assembly and Men's Honor Council will be two days after the election of the President of the Student Body.

(f) To conduct any special elections that may be necessary in order to fill vacancies in class and Student Body offices.

(g) To hold elections by secret ballot and with the assistance of the members of the Honor Councils, to govern the conduct of elections. The results of the elections shall be made known by the members of the Honor Councils, who shall count the ballots and record a plurality of the votes cast in the minutes of the Men's and Women's Honor Councils.

Section 2. The Presidents of each class shall appoint a Nominating Committee of six members of the class, three men and three women, who shall nominate two qualified candidates for each office held by members of that class; except the President and Vice-President of the Student Body. The Elections Committee shall be responsible for nominating two candidates other than those covered by the class nominations.

(a) These nominations must be submitted to the Elections Committee by the first day the petitions are called for.

(b) These nominations shall be in addition to the petitions filed by the general student body.

(c) Only male members of these nominating committees shall have a voice in nominating candidates to the Men's Honor Council.

(d) No member of any election committee shall have a voice in the nominating of candidates for any office for which he or she will be a candidate.

Section 3. Students shall make known their desire to become candidates by submitting a statement in writing to the office of the Dean of Men within the time as stated in Section 1.

Section 4. Qualifications for Office:

(a) Freshman Officers

(1) Candidate for a Freshman Class or Assembly office must be a student

in his first year at the College of William and Mary, a qualified member of the Freshman Class, and must have attended no other college, university, or institution, from which academic credit may be transferred, previous to his enrollment at William and Mary.

(b) All Other Officers

(1) A candidate must be a bonafide member of the class which he seeks to represent.

(2) Any candidate for any office, other than those of the President and Vice-President of the Student Body, must have either maintained during the semester preceding the semester in which the election is held a quality point average of at least 1.0 or an overall 1.0 quality point average.

(3) Candidates for the offices of President and Vice-President of the Student Body must have at the time of the election academic credit of at least seventy smester hours with a quality point average of at least 1.0, including a 1.0 average in the semester immediately preceding the election.

Section 5. Qualifications for Voting:

(a) All students, including seniors and graduate students may vote for the offices of President and Vice-President of the Student Body.

(b) All men students, regardless of class, may vote for members of the Men's Honor Council.

(c) With the exceptions of President and Vice-President of the Student Body and Men's Honor Council, students may vote only for the candidates for office of the class of which they are bonafide members.

Section 6. Conduct of Elections:

(a) There shall be no campaigning within 50 feet of the polls.

(b) There shall be no persons other than Honor Council personnel and potential voters allowed within 50 feet of the polls.

(c) Any candidate defacing or destroying campaign posters or engaging in disorderly conduct will be disqualified.

(d) Any student engaging in disorderly campaign conduct will not be allowed to vote in the election.

(e) There shall be no posting of banners, leaflets, placards or other types of campaign material earlier than two weeks before the election and at no time will such material be posted on the Old Campus.

(f) Each candidate shall be responsible for clearing the campus of campaign literature in his favor within one week following the election under penalty of being debarred from Student Government participation on the option of the Student Assembly.

Section 7. Vacancies in class and student body offices shall be filled at special elections held in accordance with Robert's Rules of Parliamentary Procedure, except that the time for special elections may be set at the discretion of the Elections Committee.

Article VI

The Student Assembly shall have the power to make recommendations to the General Cooperative Committee concerning social policies and activities of the

Student Body and ask the Committee or officials to effect such changes as may be deemed reasonable and necessary. The Secretary shall submit formal notification of such recommendation to the proper authority.

Article VII

Section 1. The Student Assembly shall have the power to recognize the formation of new clubs and organizations on campus.

(a) New organizations must petition the Student Assembly for recognition and the petition must be tabled for one meeting.

(b) Organizations which have not obtained recognition from the Student Assembly will not be allowed a place on the Social Calendar or representation in the College Yearbook.

Section 2. There shall be a Committee on Campus Organizations composed of a chairman and two members appointed by the President from the members of the Assembly following the elections in April. This Committee shall have the power to supervise all clubs and organizations on campus, except social fraternities, publications, national honor societies, the W.S.C.G.A., and religious organizations.

The duties and powers of this committee shall be:

(a) To hold a general orientation meeting during the first two weeks of the Fall semester of the Presidents of all the clubs subject to the jurisdiction of the committee. At this time the reporting procedures and club standards will be explained.

(b) To organize suitable report forms, by which the conditions of the individual organization may be ascertained. The Committee should receive and examine these reports once a semester, on December 1 and April 1.

(c) On the basis of these report forms, the Committee shall make such investigations as it deems necessary and take actions to enforce the club standards, whenever such actions seem advisable.

(d) To submit a comprehensive report to the Assembly at the end of each semester.

Section 3. Club Standards:

(a) Standards for Club Regulations

(1) Any changes of scheduled functions must be made three days in advance.

(2) A club must show sufficient activity to justify its existence. This will be left to the discretion of the Committee on Campus Organizations which will recommend disciplinary action to the Assembly.

(3) Faculty or Administration advisors are required of every club.

(4) Religious groups are represented under this article by the Student Religious Union.

Section 4. Assembly Regulations Concerning Club Calendar

(a) Any club wishing to postpone or cancel a scheduled meeting must notify the office of the Assistant Dean of Women at least three days before the scheduled date.

(b) In case of postponement, the club in question must take whatever date can be given them. If said date is not convenient for the club, the meeting will have to be cancelled.

(c) No meeting other than Student Assembly will be scheduled for the first

and third Tuesday of every month, between 7:00 and 8:00 P. M.

(d) A list of officers of each club must be submitted to the Assistant Dean of Women and Committee on Campus Organizations with the calendar schedule. The officer in charge of correspondence must be designated in each case.

(e) Any change of officers must be posted with the Assistant Dean of Women within three days of said change.

Section 5.

(a) President of W.S.C.G.A. and Student Body, Chairman of the Judicial and both Honor Councils, Editors of Colonial Echo and Flat Hat, Presidents of Fraternities and Sororities, Class Presidents and President of Pan-Hellenic Council and Inter-Fraternity Council shall be classified as major offices. No student may hold more than one of these offices concurrently.

Article VIII

The Student Assembly shall be responsible for the actions of the Cheerleading Squad.

Section 1. The squad shall consist of not more than eight members, including the Head Cheerleader.

Section 2. The Head Cheerleader shall be a senior or junior man, elected by the squad, and shall be a member of the squad.

Section 3. The Head Cheerleader shall supervise and arrange the activities of the squad and shall be responsible to the Student Assembly for the actions of the squad.

Section 4. Regular tryouts for the squad shall take place in the second semester. Special tryouts may be held at the discretion of the Head Cheerleader.

Section 5. The Cheerleading Squad shall cheer at all home games and at away games when the financial situation permits.

Section 6. The necessary expenses shall be secured from funds designated by the President of the College.

Article IX

Section 1. There shall be a Student Dance Committee.

(a) Student representation shall consist of the following persons:

(1) The Chairman of the Interclub Council; a second member of the Student Assembly chosen by the Assembly; and a third student chosen by the Assembly, who need not be a member of the Assembly.

(2) The Chief Aide to the President.

(3) The President of the Pan-Hellenic Council.

(4) The President of the Fraternity Association.

(b) Faculty-administration representation shall consist of three persons appointed by the President of the College, at least one of whom shall be from the Administration. It is recommended that the other two be chosen from the Fine Arts Department.

(c) To form a dance calendar.

(d) To elect two members of the Dance Committee who, with the Chairman of the Dance Committee, shall represent the students on the Student-Faculty Dance Committee.

Section 2. Powers and Duties:

(a) The Administration representative shall be the chairman and shall have veto power.

(b) The secretary shall be elected from among the student representatives and shall have the duty of supplying the Student Government with a copy of the minutes of each meeting and at the end of each semester, a financial report for the past semester.

(c) Meetings, called by the chairman, shall be held at least once each month during the session, and at such other times as may be considered necessary for the transaction of business.

(d) The Student Assembly member shall submit a report at each regular meeting of the Assembly.

(e) The Committee is responsible for the presentation of all general College dances, with the exception of fraternity and sorority dances. The Committee may, at its discretion, authorize groups such as classes to conduct dances on dates approved by the Committee.

(f) The Committee shall obtain from the Assistant Dean of Women dates during a given semester when dances may be scheduled. The Committee shall then prepare a dance calendar and submit it to the Assistant Dean of Women for inclusion in the calendar of College events, and to the Student Assembly.

(g) The Committee shall have the power to make such subcommittee assignments, through the appropriate representative on the Committee, from among the several student organizations, as may be necessary for the efficient presentation of dances.

(h) The Committee shall have such additional powers, financial and otherwise, as may be delegated to it by the College.

Article X

The Student Assembly shall have the authority to enforce the following "duc" rules by means of a Freshman Tribunal:

(a) The Freshman Tribunal is to be composed of the six sophomore members of the Student Assembly, the President of the Sophomore Class; who shall be the Chairman, the President of the Fraternity Association, and the President of the Pan-Hellenic Council.

(b) The "Duc" Rules:

(1) Duc Caps

a. All freshmen must wear duc caps when on campus or in the vicinity of Williamsburg.

1. From 7:00 A. M. to 10:00 P. M. on weekdays.
2. From 7:00 A. M. to 6:00 P. M. on Saturdays.
3. No caps worn on Sundays.
4. Freshman men are required to wear black bow ties on Saturday nights and Sundays, and freshman women are required to wear ribbons on Saturday nights and Sundays.

(2) Campus Walks

a. Freshmen will use only the middle campus walk when going to and from town.

b. When passing Lord Botetourt, Freshman men are required to tip their hats, the women to curtsy.

(3) Attendance at College Functions

a. Freshman are expected to attend all convocations, Student Body meetings, Tribunal meetings, Freshman class meetings, and pep rallies. In case of necessity permission to be absent from any of the above meetings may be obtained from any member of the Tribunal.

b. Freshmen are expected to attend all major home athletic contests and will:

1. Occupy a cheering section designated for them.
2. Learn all college cheers and songs before the first home football game.

(4) Courtesy and General Conduct

a. In accordance with William and Mary's long record of friendliness, it is expected that Freshmen will show due respect and courtesy to to their classmates, to other students, to the faculty, and to visitors to the College.

(5) All Freshman rules will continue until after the final Tribunal, which will be held not later than three weeks after registration. Any violation of the above rules is subject to the action of the Tribunal.

Article XI

The Student Assembly shall have the authority to discuss and act upon all petitions presented to the Assembly by the Student Body.

Article XII

The student Assembly shall have the right to discuss anything related to the general welfare of the College and to make recommendations thereon to the General Cooperative Committee.

Article XIII

Section 1. There shall be a Publications Committee, consisting of the following persons:

(a) A chairman elected by the Assembly from among the junior and senior membership of the Assembly.
(b) The Editor-in-Chief of the Flat Hat.
(c) The Editor-in-Chief of the Colonial Echo.
(d) The Editor-in-Chief of the Royalist.
(e) A member of the Faculty elected by the Assembly for a two year term.
(f) A member of the Faculty elected by the Student Activities Fee Committee for a two year term, to expire in alternate years from member in (e) above.
(g) The President of the Student Body.

Section 2. The duties and powers of the Publications Committee shall be the following:

(a) To elect the Editor-in-Chief, the Managing Editor, the Business Manager, Circulation Manager and Advertising Manager of the Flat Hat; the Editor-in-Chief and Business Manager of the Colonial Echo; and the Editor-in-Chief of the Royalist.

(b) To review elections and appointments of other members of the various staffs.

(c) To serve as a board for hearing and acting on complaints concerning staff organization or staff administration.

(d) To hold regular meetings, at intervals of not more than four weeks, for the purpose of scrutinizing staff organizations, of assuring itself that the provisions of the By-Laws are observed, and of discussing the general conduct of the publications.

(e) To establish rules and regulations governing the organizations and operation of the several publications, and to provide and enforce penalties for the failure to comply with such rules and regulations.

Section 3. The Publications Committee shall have no voice in the editorial policy of any publication.

Section 4. The members of the Publications Committee, except the Editor-in-Chief of the Flat Hat, shall be elected during the first week of April or May. The Editor-in-Chief of the Flat Hat shall be elected during the first week of January, effective 1954 and thereafter, and his membership shall begin on February 1 and shall last for one year. Other members of the Publications Committee shall begin their membership on June 1 and their term of office shall last one year.

Section 5.

(a) The Editor-in-Chief, Managing Editor, Circulation Manager, and Advertising Manager of the Flat Hat; the Editor-in-Chief and Business Manager of the Colonial Echo; and the Editor-in-Chief of the Royalist shall receive salaries to be fixed by the Student Activities Fee Committee.

(b) In order to be eligible for election to one of the salaried offices listed in the preceding sub-section, a candidate must have maintained over the three semesters preceding the semester in which the election is held, a quality point average of at least 1.4 or the equivalent. The eligibility of transfer students who have not been enrolled at William and Mary for three semesters preceding the semester of election, shall not be nullified by this fact. The grades from their previous school shall be evaluated and considered on the same basis as those obtained at William and Mary.

Section 6. The editorial staff of the Flat Hat shall consist of the following persons:

(a) An Editor-in-Chief elected preferably from among the Editors. The Editor-in-Chief shall preferably be a member of the Junior class at the time of election.

(b) Managing Editor elected preferably from among the Editors. The Managing Editor shall preferably be a member of the Junior class at the time of election.

(c) The number of Editors, elected by the Editor-in-Chief and approved by the Publications Committee, is to be left to the discretion of the Editor-in-Chief. These Editors preferably shall have had at least one year's previous experience or the equivalent.

(d) Staff writers, feature writers, specialty writers, photographers and research staff writers of whatever class rank to be appointed by the Editor-in-Chief, Managing Editor, and Editors.

(e) The overall size of the staff shall consist of not less than one percent (1%) of the total membership of the student body.

Section 7. The Editorial staff of the Colonial Echo shall consist of the following:

(a) An Editor-in-Chief elected from among the Editors. The Editor-in-Chief shall preferably be a bonafide member of the Junior class at the time of election.

(b) An Associate Editor appointed by the Editor-in-Chief at his discretion, with the specific approval of the Publications Committee, from among the Editors.

(c) An editorial staff consisting of members with preferably one year's staff experience or the equivalent. The remaining number, titles, and duties of the editorial staff shall be decided by the Editor-in-Chief.

(d) Assistant Editors to be appointed by the Editor-in-Chief, the Associate Editor, and the Editors. These shall be members of the Sophomore, Junior, and Senior classes.

(e) The overall size of the editorial staff shall consist of a sufficient membership to insure adequate representation of all facets of the college community.

Section 8. The Staff of the Royalist shall consist of the following persons:

(a) An Editor-in-Chief shall be elected from among the Editorial staff and shall preferably be a member of the Junior class at the time of election. The Editor-in-Chief shall make the following appointments subject to approval of the Publications Committee:

(1) An Art Editor, who, in addition to his routine supervisory duties, shall recommend an Art Staff for appointment by the Editor-in-Chief.

(2) An Exchange Editor and a Circulation Manager and a Make-Up Editor who shall preferably be members of the Sophomore, Junior, or Senior classes.

(3) An Editorial staff consisting of members with preferably one year's staff experience or an equivalent thereof. The Editorial Staff shall preferably include at least three bonafide Junior class members who are eligible to compete for Editorship. The remaining number, titles, and duties of the Editorial staff shall be decided by the Editor-in-Chief.

(4) Staff Assistants chosen on the basis of applications and tryouts. Staff Assistants may be members of any class. The duties of Staff assistants shall be assigned by the Editor-in-Chief with special emphasis on training in gathering and editing material, and in reading proofs.

(b) An overall number of staff members shall be maintained as follows:

(1) During the first semester not less than one per cent (1%) of the total membership of the Sophomore, Junior, and Senior classes.

(2) During the second semester not less than one per cent (1%) of the total Student Body.

(3) This regulation may be waived by the Publications Committee if, upon due application and showing proper cause or reason for such action by the Editor-in-Chief, the Committee so deems necessary.

(c) Tryouts for Staff Assistants positions shall preferably be held at least once a year, at a time set by the Editor. All classes shall be eligible for tryout.

Section 9. The duties of the Editors of the three publications shall be to super-

vise and to administer staff organizations. Each Editor shall accept final responsibility for the quality and form of materials in his publication.

Every proposed alteration, amendment or addition to these By-Laws and Rules of Order hereto annexed, must be handed to the President in writing, who shall publish the same to the Assembly and at the next meeting it may be adopted by a two-thirds vote of the entire membership; and thereupon referred to the General Cooperative Committee for approval.

HONOR COUNCIL PROCEDURE

RIGHTS OF ACCUSED

The accused shall have the following rights in the event he elects to stand trial:

(1) A right that the charges against him be reduced to writing and served on him personally by some member of the Honor Council before trial. If these charges are so vague or indefinite as not to fairly apprise the accused of the charge or charges against him he may ask for a more definite statement as to time, place, and any other particulars relevant to the case which shall then be furnished him promptly and in advance of the trial.

(2) A right to a written statement of his rights and duties with respect to the trial, and the procedure thereof. This shall be given him at the same time he is served with notice of the charge or charges against him.

(3) A right to have the opportunity to seek the advice of his parents, teachers, or spiritual advisor, and that matters told in confidence not be disclosed.

(4) A right to a trial at a proper time and place. In general the trial should not be held with undue haste, nor, on the other hand, should it be postponed unnecessarily. Trials should not be held for too long periods of time without recess, or at unseemly hours. In general there should be a recess every two hours, and no trial should continue past midnight though members of the Council, if they so desire, may deliberate until a majority ask that proceedings be recessed.

(5) A right to summon witnesses and to testify in his own behalf, but the number of character witnesses, if any, may be reasonably limited by the Council.

(6) A right to be confronted with the witnesses, and to question them.

(7) A right that he not be tried for one offense, e.g. cheating, and convicted on another, e.g. lying before the Council, without the same opportunity to defend himself against any other charge.

(8) A right that his or her husband or wife, or brother or sister of the full blood or of the half blood or by legal adoption, not testify against him.

(9) A right to request the President of the College to review a finding of guilt and the propriety of the penalty. This right must be exercised promptly after notification of the accused by the President of the College or his administrative assistants of the penalty. The request should be made in writing and should state clearly the reasons relied upon for reversal or modification. The accused shall not attend classes or take part in any College function while his request is under consideration.

(10) A right to elect to be tried separately where he is one of two or more accused of a joint violation. If none of those accused jointly of an alleged joint offense request separate trials they may be tried jointly or separately as the Council deems best.

(11) A right, even though guilty, to present evidence of extenuating circumstances.

(12) A right in event of acquittal in a separate trial, that the minutes and re-

cordings of his trial be destroyed promptly after the expiration of two weeks from the time he is notified of his acquittal. A verdict of acquittal is not final during this period and the case may be re-opened for good cause shown at the request of any party in interest. If so re-opened it is to be regarded as a continuation of the original case.

(13) A right to an acquittal unless at least six out of seven of the Council believe that the charge or charges against him have been proved beyond any reasonable doubt.

(14) A right to ask any member of the Honor Council who will not be a witness, (except the Chairman) to be his counsellor. If the accused does not wish such a counsellor then the Chairman shall direct one member of the council to withdraw from the council so far as the trial of that particular case is concerned, to the end that the accused be tried by a council of seven. If the accused does request a counsellor, the duties of such counsellor shall be as follows:

(a) To explain to the accused his rights and duties.

(b) To investigate the charges to determine whether or not any violation of the Honor Code is charged, to investigate the facts, and to counsel the accused as to the best way to present any honest defense or mitigating circumstances, but the counsellor shall not himself advise the accused as to whether or not he should plead guilty or not guilty, as that decision must be made by the accused himself.

(c) During the trial to question the accused and all witnesses if he thinks such questioning may be helpful in presenting the case of the accused in the best possible way, but he shall have no right to argue the case of the accused before the council or to participate in the deliberation of the Council; and this last for the purpose of avoiding the appearance of having one member of the Council defending and seven members prosecuting.

(d) Not to disclose to anyone any matter relevant to the case that has come to him in his capacity as counsellor unless expressly requested to to do so by the accused himself.

DUTIES OF ACCUSED

If he elects to stand trial, the accused shall be under the following duties:

(1) A general duty to co-operate reasonably with the Council in conducting the trial and bringing it to a close without undue delay.

(2) A duty to answer all relevant questions frankly, fully, and honestly unless such answers would tend to expose him to the probability of a criminal prosecution in which case the accused if he does not wish to answer, shall so state, but any such refusal to answer may be considered by the Council in determining the issue of guilt or innocence.

RIGHTS OF ACCUSER

(1) An accuser shall have the right to be present at the trial, if he so desires, so that he can satisfy himself that his complaint has been properly heard and considered. He shall take no part in the trial unless called as a witness.

(2) He hall have a right to be advised of the final decision.

(3) He shall have a right that neither his person nor his property shall be insulted, molested, threatened, or damaged because of his part in the trial.

CONDUCT OF TRIAL

(1) Every trial shall be conducted by a council of seven members. Should some of the regular members be unavailable the Chairman, with the advice of the members who are available, may appoint any member of the student body as a temporary member of the Council. In the absence of the Chairman the Vice Chairman shall perform all the functions that would otherwise be performed by the Chairman. In the absence of both the Chairman and Vice Chairman the remaining members shall elect an acting chairman.

(2) The Chairman of the Council shall preside.

(3) The accused and all witnesses shall be reminded that lying in an Honor Council trial is itself a violation of the Honor Code.

(4) The questioning of the accused and all witnesses shall be done by the Chairman. When he is through questioning, each member of the Council shall be given the privilege of asking additional questions. Then the accused may ask the witnesses any questions he wishes to ask. When he is through, the witnesses may be asked additional questions by any member of the Council. Then the accused may ask additional questions, and so on, until all parties are satisfied for the time being that the witnesses can furnish no further information. Hearsay evidence may be heard in the discretion of the Chairman when some useful purpose may be served thereby and there is some guarantee of its reliability. The chairman shall pass on all questions raised as to relevancy of proffered evidence, and where no unfairness is likely to result, may depart from the order of procedure set forth above.

(5) Where the evidence consists in whole or in part of written work or other exhibits, the accused shall be permitted to examine them during the course of the trial.

(6) Witnesses may be recalled in the light of new or unexpected developments.

(7) No trial shall be held on Sunday or on any religious holiday in the event that anyone connected with the trial objects in good faith to its being so held.

(8) The accused shall not have a right to be represented by counsel unless in the opinion of the majority of the Council he is incapable of properly presenting any defense he may have. In such a case some other student approved by the accused and the Dean of Men or Dean of Women may act for the accused.

(9) Any student who in the opinion of the Council refuses to testify frankly and fully shall be reported to the Chairman of the Discipline Committee of the College.

(10) If six or more of the seven members of the Council participating in a trial shall believe the accused guilty beyond a reasonable doubt he shall be deemed guilty as charged; otherwise he shall be acquitted.

(11) The Council after having found an accused guilty shall by two-thirds (⅔)

vote of the Council recommend the penalty which normally shall be dismissal from the College. If two-thirds (⅔) or more of the Council believe that there are extenuating circumstances of an exceptional nature and wish to recommend a less severe penalty, they shall put that recommendation in writing along with the alleged extenuating circumstances. In determining guilt or penalty it is not proper to consider extraneous matters not brought out at the trial.

(12) If the finding be one of guilt, that fact shall be reported in writing through the appropriate Dean to the President of the College along with the recommended penalty and alleged exceptional extenuating circumstances (if any). The accused should be notified only of the finding of his guilt, and told that the President will in due course notify him of the penalty. The accuser shall also be given notice in writing that the accused has been found guilty.

(13) If the finding be one of innocence that fact shall be reported in writing to the appropriate Dean. The accused should be notified of that finding and cautioned that the trial may be re-opened for good cause within a period of two weeks at the request of any interested person. The accuser shall be given notice in writing that the accused has been acquitted.

(14) At the request of the accused, or of the parent or guardian of the accused, an observer acceptable to the President of the College shall be permitted to be present during the trial. The College in such an event may also designate a suitable person to act as an observer. Observers, unless called as witnesses, shall take no part in the proceedings and shall not be present during the deliberations of the Council.

(15) The secretary of the Council shall take and keep minutes of the proceedings. Recording devices may be used if they are under the control of the Council.

(16) If the accused is acquitted the minutes and recordings of the meeting shall be kept for at least two weeks and shall be destroyed immediately thereafter unless the case has been re-opened for good cause.

(17) The minutes of any trial may be inspected by the President of the College or his administrative assistants. Others may inspect the minutes in the presence of two or more members of the Council after having first satisfied the Council of their legitimate interest in the case. The recommendations of the Council as to the penalty shall become a part of the minutes from and after the notification of the accused by the President of the College of the penalty imposed and not before.

(18) Any member of the Council who is an accuser or a witness in a case, is automatically disqualified. A member may also disqualify himself in any case because of interest, bias, close relationship to the accused or to the accuser, or for any other good reason.

(19) No member of the Council shall communicate in any way with any person not a member of the Council about any case while that case is being tried. After trial, except under unusual circumstances, both discretion and good taste require continued secrecy.

(20) A failure to follow any of the above stated rules shall not be grounds for a

mistrial where there is no reasonable doubt about the guilt of the accused and the propriety of the penalty finally imposed.

RE-OPENING CASES

No case shall be re-opened after the expiration of two weeks from its completion before the Council except for newly discovered evidence provided that the availability of such evidence was unknown at the time of the trial by the party seeking to re-open the case, and provided further that such evidence in the opinion of the majority of the Council would be apt to change the result of the original trial. In such cases either the accuser, the College, or the accused may ask that the case be re-opened. If a case is re-opened after the expiration of two weeks from its completion before the Council it shall be tried anew.

STALE CASES

Any breach of honor alleged to have been committed more than four months before complaint shall be disregarded unless at least two-thirds of the Council believe there has been just cause for delay and that it is still feasible to hold a fair trial.

INVESTIGATIONS OF ALLEGED DISHONORABLE PRACTICES

(1) Whenever, in the opinion of the President of the Council, or a majority thereof, evidence of probable dishonorable practices should be sought and impounded, and there are reasonable grounds to suppose that such evidence may be found in a particular place, any member of the Council when accompanied by an administrative official of the College or a member of the faculty of the College above the rank of instructor, may enter any room or building within the jurisdiction of the College in search of such evidence, and if found, may impound the same for such period of time as shall be necessary for investigation and trial.

(2) Whenever it is brought to the attention of the Council that there is reason to believe that practices by students in violation of the Honor Code are suspected it shall be the duty of the Council or Councils affected to hold a meeting or meetings for investigative purposes and to summon witnesses who shall be required to disclose to the Council any information requested that is relevant and within their knowledge.

PUBLIC NOTICE OF ACTIONS TAKEN

After the expiration of two weeks from the completion of any case the Councils shall cause to be posted on the Library Bulletin Board notices of the charge for which an accused was tried whether found guilty or acquitted, and the penalty, if any, that was imposed. A copy of this notice shall also be sent to the Editor of the Flat Hat along with a request that it be printed in a conspicuous place in that paper. The notice shall make no mention of any names.

AMENDMENT

These rules may be amended from time to time by three-fourths vote of each Honor Council concurred in by the President of the College.

INTERFRATERNITY COUNCIL OF THE COLLEGE OF WILLIAM AND MARY
CONSTITUTION

Article I—Name

The name of this organization shall be "The Interfraternity Council of the College of William and Mary."

Article II—Objects

The objects of this Council shall be:

1. To promote cordial relationships among the men's social fraternities of this College by providing a common medium through which to act.

2. To encourage interest in scholarship and intellectual attainment.

3. To cooperate with the faculty and administrative officers of the College in promoting the general welfare of the College.

4. To establish rules governing matters of general interfraternity activity.

5. To provide an organized vehicle for integrating the interests and affairs of fraternity life with the general program of student life on the campus.

Article III—Membership

1. All mens' social fraternities at present established at this College, and such others as may be established in the future by the authority of the Board of Visitors, shall hold membership.

2. Member fraternities assume full responsibility for knowledge of the constitution by-laws, and policies of this organization, and are bound to abide by the decisions of the Council on all matters of general interfraternity activities.

Article IV—Representation

1. This Council shall be composed of the president and one other representative from each member fraternity.

a. At the time of their official installation, fraternity presidents shall automatically become representatives on the Council and their term shall end when replaced in office, except as provided for in Article X, Section 2.

b. The second representative shall be selected from the membership of the fraternity for a one year term which commences at least two months from the installation of a new fraternity president. A record of this term shall be kept by the Secretary of the council.

2. For any one meeting, with the previous approval of the President of this Council, any representative may appoint a substitute in his behalf.

Article V—Meetings

1. The Interfraternity Council meetings will be held on the second and fourth Tuesdays of each month during the school year. These meetings shall be called by

the President. Special meetings shall be called at the initiative of the President, or at the request of the president of any member fraternity.

2. For the purpose of transacting business, a quorum shall consist of a majority of the representatives of the Council entitled to vote.

3. a. Each representative except the President, Secretary, and Treasurer, shall have one vote. All business shall be transacted by majority vote except as otherwise herein provided.

b. A three-fourths vote of the entire council shall be necessary in order to amend this constitution, convict and penalize any member, impeach any officer of the Council, or expel a representative.

c. A two-thirds vote of the entire Council shall be necessary to amend or to make additions to the by-laws, and to alter an interpretation placed on the consitution or by-laws by the President.

d. The votes of any member or members of this Council against whom charges have been presented shall be suspended automatically pending final action, provided the suspension of the right to vote shall apply only to matters pertinent to such charges.

Article VI—Officers

1. The officers shall be a President, a Secretary, a Treasurer, and a Faculty adviser.

2. The President shall be elected in the following manner: The President shall be nominated and elected by the Council itself with all members of the Council eligible for nomination.

3. The Secretary and the Treasurer shall be directly elected by the Council from its second representatives. They must be elected by a majority vote.

4. The Faculty Advisor of the Council shall be elected annually.

5. The terms of these officers shall run for one year from the first regularly scheduled meeting in May. The regular May meetings shall be presided over by the officers after they have been inducted at the meeting.

6. The duties of the President, the Secretary, and the Treasurer shall be those usually performed thereby and, in addition, such others as may be directed by the Council. It shall be the duty of the Faculty Adviser to offer counsel, advice, and guidance at committee and general meetings of the Council.

7. Upon election of the officers, the fraternities whose representatives have been elected to office will automatically send a representative to replace the one elected.

Article VII—Finances

1. Each member fraternity of this Council shall pay annual dues of ten dollars ($10.00). At the end of each tribunal period any sum in excess of fifty dollars ($50.00) in the treasury of the Council shall be returned pro-rata.

2. Dues shall be payable at the September meeting. Any member fraternity not paying within two weeks thereafter shall lose its votes in the Council until dues are paid.

3. All disbursements shall be made only on written order signed by the President and Treasurer.

4. There shall be a standing Finance Committee of three members including the Treasurer of the Council who shall be Chairman. All three members must be from different fraternities.

Article VIII—Trial and Punishment

1. The following charges shall be cause for placing the offending fraternity on trial:

a. any violation of this constitution, the by-laws, or such policies as may be formulated by the Council;

b. any act which the Council by a three-fourths vote shall deem detrimental to the welfare of the College and his Council.

2. Whenever a member fraternity of the Council is alleged to have committed an act which shall result in its being placed on trial, a charge to this effect, signed by the accuser, shall be placed before the Council. Whereupon the alleged offending member shall be notified of the nature of the charge and by whom made, and the Council shall hear the defense, if any, before taking action.

3. One or more of the following penalties may be imposed for a period of time as determined by the Council upon any member of the Council convicted as charged:

a. Probation, which for the purpose of this constitution shall be deemed to mean that the member fraternity placed therein is forwarned against any further offense;

b. denial of the right to hold one or more social functions:

c. deferred rushing;

d. deferred pledging;

e. deferred initiations.

4. When a member of this Council shall be penalized, the Fraternity Officer of the College shall be notified of such action. The Secretary-Treasurer of the Council shall notify the proper national officers of the fraternity penalized, and shall cause notice to this effect to be published in two successive issues of the *Flat Hat.*

Article IX—Secrecy

Except as provided in Article VIII, Section 4, the Council by unanimous vote of all representatives entitled to vote may provide in advance that disclosures of any matters coming to its attention shall constitute an offense punishable as outlined in Article VIII, Section 3.

Article X—Impeachment

1. An officer of the Council may be removed from office upon a motion by any fraternity president, charging improper conduct or failure properly to perform the duties of his office, provided the accused officer is given due notice of the charges.

2. Any representative may be expelled from the Council upon a motion by any fraternity president, charging deliberate failure to perform his duties or to uphold the dignity of his office, provided the accused representative is given due notice of the charges.

Article XI—Amendments

1. Amendments to this constitution shall be made by a three-fourths vote of the entire Council after a motion for amendment has been tabled for one regular meeting.

2. Interpretation of this constitution shall be vested in the President.

3. For purposes of modification, growth, and execution of the Council program and operation, by-laws shall be appended to this constitution. They shall specifically include rushing, social, and procedural laws, and in addition any other rules which the Council shall deem advisable, and are not in conflict with this Constitution.

BY-LAWS

Article I—Rushing

1. Rushing shall be defined to include all formal or informal activities undertaken by fraternity or the individual members thereof for the purpose of selecting men for fraternity membership from eligible candidates.

2. Rushing shall be prohibited during the summer vacation.

a. This is to include any rushing activity undertaken by a national organization or alumni with the knowledge and consent of the William and Mary Chapter.

3. Rushing of newly entering students shall be prohibited from the opening of the first semester until the beginning of the formal rushing period.

a. Such association may be maintained at the fraternity lodges but only from thirty days after the first day of classes of the fall semester until the Sunday noon preceding formal rush week.

b. Fraternity members shall be on their honor not to "talk fraternity" to students until the formal rushing period begins, provided, however, that normal or customary friendly associations may be maintained.

(1) For the purpose of this section "talking fraternity" is to be defined as any reference direct or indirect to any fraternity or its members which may be considered an attempt to influence a non-fraternity man in his choice of fraternity.

(2) The following are not to be considered normal or customary friendly associations:

(a) Gifts or unusual favors which are given or received by a fraternity man or by a fraternity when the gifts or unusual favors may be considered an attempt to influence the non-fraternity man in his choice of fraternity.

(b) The provision of refreshments by a fraternity or fraternity man is prohibited. No beverage shall be sold for less than 10¢ per glass.

(3) No fraternity shall charge a non-fraternity man for refreshments at a rate less than that charged to members or pledges of said fraternity.

4. Formal Rushing Regulations.

a. In order for a nonfraternity man to be eligible to come to the fraternity lodge area he must make his rushing grades (9 hours, .5 quality point average) and pay the rushing registration fee of one dollar. Newly entering students will be allowed in the lodge area for the stated period (see Article I Section 3a.) without paying the registration fee.

b. Registration of all male students interested in joining a fraternity will be held during the first week in November, the place to be designated by council. Registration fee will be one dollar and will cover registration requirements through

the school year. Male students will not be placed on the rushing eligibility list unless registered. The deadline for paying the registration fee for the fall rush week will be midnight on the Friday preceding rush week.

(1) Old students will be required to register within 21 days after the first day of classes of the Fall semester and within 14 days after mid-semester grades are due at the office of the Registrar.

(2) During the second semester students will be given 14 days after the first day of classes to register and 14 days after midsemester grades are due at the office of the Registrar.

c. Formal rushing shall begin at 12 noon on the first Wednesday following the date on which Autumn midsemester grades are due at the office of the Registrar.

d. Rush week will begin at twelve midnight on the first Tuesday following the date on which the Autumn midsemester grades are due at the office of the Registrar. Rush week will end at 12 noon on the following Sunday. During rush week the hours for rushing will be: 12 noon to 11 P. M. Wednesday through Friday, and 12 noon to 12 P. M. Saturday. All other hours during rush week will be regarded as silence hours. No more than a cordial greeting will take place between a fraternity man and a man going through rushing. Rushing in the fraternity lodges will not be permitted before 6:30 P. M. during rush week.

e. Binding commitments may be made on the first Wednesday beginning at 12 noon. Once a binding commitment has been made that person making the commitment will be allowed in the lodge area at any time.

f. Total rushing expenses shall not exceed $125 per fraternity. An itemized account shall be submitted to the President of the Council not later than noon on Saturday of rush week.

g. None of the rush parties shall be conducted as an open house: attendance shall be by invitation only.

h. Each fraternity, at the conclusion of each night of rush week, shall make up eleven lists of the rushees who pledged during the night and/or those who may have broken their previous pledges. These lists shall be immediately submitted to the I. F. C. president for distribution to the other fraternities. A violation of this procedure will constitute "dirty rushing." Fraternities will no send invitations to those rushees who have been "shaken" by other fraternities.

5. Eligibiliy for rushing.

a. A student must pass a minimum of nine (9) semester hours and have a quality point average of .50 on mid-term grades to be eligible to be rushed. A rushee must be a regularly enrolled student of the College of William and Mary.

b. The eligibility of new students (freshmen and transfers) entering during the first semester shall be determined by the mid-semester grades of the first semester and the final grades (second list).

c. The eligibility of new students (freshmen and transfers), entering during the second semester, as well as old students shall be determined by the mid-term

grades of the second semester. They shall be ineligible for any rushing until the Monday following the publication of the third eligibility list.

d. Men ineligible on the basis of one eligibility list remain ineligible until the appearance of a later list. An eligibility list is in effect only during the semester in which it was printed.

6. Publication of a list of eligible men.

a. The Fraternity Officer of the College shall publish a list of all men eligible to be rushed, at the appropriate times.

This list shall be checked against a list of all men already members or pledges of fraternities, to assure that their names do not appear on the list by mistake.

7. Orientation program.

a. In the orientation week of fall semester, a general explanation of the fraternity system shall be given to all entering students. It shall be emphasized that rushing takes place in the second half of the semester, and that any fraternity talk prior to that time constitutes illegal rushing.

b. On the Sunday preceding rush week, there shall be an orientation meeting of interested men, at which time the *actual* operations of rush week will be explained.

8. Penalty for violations.

a. Varying penalties may be imposed by the Interfraternity Council for violations of these rules, as stated in Article VIII, section 3, of the Constitution.

b. In addition, the Council may impose upon any fraternity involved in an infraction of these rules the loss of the right to pledge the men involved, for a period of one year.

Article II—Initiation

Eligibility for initiation.

a. To be eligible for initiation, a pledge must have been in residence at the College of William and Mary in Williamsburg a minimum of one semester, and;

b. He must have passed a minimum of twelve (12) semester hours, which may include physical education, and have a quality point average of .64 during the semester preceding the one in which he is to be initiated.

Article III—Depledging

1. Any man depledged by a fraternity for reasons other than scholarship is ineligible to be pledged by any fraternity for a period of one year.

2. Any pledge failing to meet the academic requirements for initiation by the end of the second semester following the semester in which pledged is automatically depledged. At such times as he meets these academic requirements he is eligible for repledging by any fraternity.

3. The president of the fraternity depledging a student shall notify the Secretary-

Treasurer of this Council of the name of the student and the date of the termination of his pledge.

4. A pledge will be considered depledged on the date that the Secretary receives notification.

Article IV (Social Rules), *Article V* (Lodge Operation) and *Article VI* (Reports and Forms) are a restatement of College rules and regulations and are not subject to change or amendment by the Interfraternity Council. These rules and regulations, which in some cases apply equally to fraternities and sororities, are not printed here since they appear elsewhere in this handbook.

Article VII

Member fraternities shall not join in combinations intended to influence campus elections or issues before the Council, or to restrain or direct in any way the vote of students.

Article VIII—IFC Trial Procedure for the Violation of Rushing Rules

I—Presentation of charges

a. In writing as provided by the IFC constitution.

b. Signed by the party who is the accuser and presented at an official meeting of the IFC.

II—Charges

a. Only those charges specifically stated may be presented at the trial, thereby enabling the defense to prepare accordingly.

b. Any additional charges must be presented in writing according to part I and an additional period, the length of which shall be determined by the President of the IFC, must be provided so that the defendant may prepare accordingly.

III—Date or Trial

a. The trial shall take place seven days after the presentation of the charges, unless the President of the IFC, the plaintiff and the defendant agree on some other date.

IV—Conduct of Trial

a. The President of the IFC shall preside at the trial.

(1) Accuser shall choose his own prosecutor.

b. A record of the trial along with summaries of the testimonies shall be made up so that the following may receive a copy, if they so desire:

(1) The college fraternity officer, in order that he may see the workings of the IFC.

(2) The fraternity on trial, so that it may send a copy to its national headquarters.

c. The IFC shall keep a copy of the trial record along with the summaries of the testimonies so that in the future, the trials may be facilitated and a more improved trial procedure may be attained.

d. The witnesses and anyone else taking the stand are bound by the principles of the Honor System and in case of perjury, the summary of the testimony as made from the witness stand may be introduced as evidence against the defendant at the Honor Council trial.

e. The plaintiff may call as many witnesses as he deems necessary to present his case. The defendant may do the same, when the prosecution has completed its presentation. Since the testimonies of the witnesses are bound by the honor system, the use of character witnesses is unnecessary.

f. No witness may be kept on the stand for more than a thirty minute interval but may be called back to the stand after a respite, the length of which shall be at the discretion of the president of the IFC.

g. Witnesses may be cross-examined by the entire body after the individual representing the opposition has done his cross-examining.

h. The prosecution will be heard first in the presentation of the case and will be heard last in the summation.

V.—Verdict

a. Following the summation by both parties a vote shall be taken to determine whether or not the defendant fraternity is guilty or not. No discussion shall precede this vote and a two-thirds vote of the representatives of the fraternities present shall be necessary for a verdict of guilty.

b. The ballot shall be closed and destroyed before anyone other than the president and secretary of the IFC have seen and tabulated it.

VI—Penalty

a. If a verdict of guilty is rendered, the prosecution shall move for a certain penalty and then a vote shall be taken. The penalty shall be decided by a two-thirds vote of the members, excluding the member on trial.

b. If the penalty of the prosecution is not approved, the body shall discuss the matter openly on the floor until several concrete suggestions have been made, when the body shall again vote exactly as in the manner provided for in part a.

c. The charge, the verdict and the penalty shall appear in the subsequent 3 issues of the *Flat Hat*.